

NOTICE OF MEETING OF THE MCLENNAN COUNTY COMMISSIONERS COURT

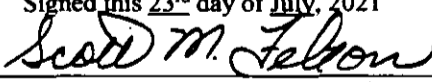
NOTICE IS HEREBY GIVEN that the McLennan County Commissioners Court will conduct its regular scheduled meeting on Tuesday, the 27th day of July, 2021 at 9:00 o'clock a.m. and act on the items on the following agenda. In addition, notice is hereby given that this July 27, 2021 meeting will be recessed and reconvened on Wednesday, the 28th day of July, 2021 at 1:30 p.m., to complete discussion and action on the agenda items set forth below, including the Budget Work Session, unless the meeting of July 27, 2021 is adjourned by decision of Commissioners Court.

No physical meeting open to the public will be held. A temporary suspension of portions of the open meetings act to allow telephone or video conference public meetings has been granted by Governor Greg Abbott pursuant to Executive Order No. GA-08. These actions are being taken to mitigate the spread of Covid-19 by avoiding meetings that bring people into a group setting and in accordance with Section 418.016 of the Texas Government Code.

The opportunity to view and hear the meeting as well as the process if one wishes to address the Commissioners Court is available at: <https://tx-mclennancounty.civicplus.com/1121/Commissioners-Court-Online-Meeting-Infor>

AGENDA

- A. Proof of Posting of Notice
- B. Moment of Silence / Invocation and Pledge
- C. Public Comments
- D. Budget, Budget Amendments/Transfers/Changes, Additional Revenue Certifications, Expenditure Requests:
 - 1. Regarding the FY 22 Budget:
 - a. Discussion and/or Action regarding Matters relative to the FY 22 Budget / 2021 Tax Rate, including, but not limited to, Budget Policies, Priorities, Timelines, Updates from the County Auditor and/or Budget Work Sessions, as needed
 - b. Vote on the Proposed 2021 Tax Rate
- E. Human Resources / Salary Matters:
 - 1. Office of the Constable, Precinct 4:
 - a. Acceptance of Letter of Resignation
 - b. Discussion and/or Action on the Vacancy in the Office of the Constable, Precinct 4
- F. Additional Items for Discussion and Potential Action:
 - 1. Discussion and/or Action regarding the McLennan County Facility Master Plan; Office Relocations; and/or Long Range Planning / Courts
- G. Executive/Closed Session
 - 1. *Section 551.071 of the Government Code (V.C.T.A.):* An executive/closed session will be held so that the Commissioners Court can seek and receive legal advice from its attorneys regarding pending or threatened litigation, settlement offers, claims, or other matters for which the attorneys' duties to their client under the Texas State Bar Disciplinary Rules of Professional Conduct Conflicts with the Open Meetings Act (Ch.551, Gov. Code) if necessary for a subject contained on this agenda, and advice dealing with pending litigation, administrative claims or notices, and legal effects, liabilities, and legal options including but not limited to claims arising from Opioid Litigation, Civil Rights Cases, Tort Claims, or Other Pending or Threatening Litigation
 - 2. *Section 551.072 of the Government Code (V.C.T.A.):* Regarding Real Property, including, but not limited to: (1) Right-Of-Way Acquisitions re: Expansion / Repair Project/s; and/or (2) Real Estate Purchase / Sale / Transfer / Trade / Offers to Purchase, Acquisition / Value / Donations of Real Property / Leases relative to Real Property, including, but not limited to, Potential Properties for Use by County / Public Facilities & Valuation of Current Property for Trade or Sale
 - 3. *Section 551.074 of the Government Code (V.C.T.A.):* Regarding Personnel Matters including but not limited to: Personnel Review / Evaluation of Commissioners Court Appointed Department Heads; Employment, Appointment, Termination, Hearing Grievances Against Employees or Public Officials; Incentive Pay; Deliberations regarding Constable, Precinct 4 Office; Personnel Matters Identified in any Open Session Item if Necessary, and related matters
 - 4. *Section 551.076 of the Government Code (V.C.T.A.):* Deliberations regarding Security Devices or Security Audits
 - 5. *Section 551.087 of the Government Code (V.C.T.A.):* Regarding Economic Development Negotiations including, but not limited to (1) Discussion of Commercial / Financial Information Received from a Business Prospect/s; (2) Pending Negotiations / Potential Prospects and Projects; and/or (3) Discussion re: Offers of Financial or Other Incentives to Business Prospect/s
- H. Adjourn


Signed this 23rd day of July, 2021

SCOTT M. FELTON, County Judge

STATE OF TEXAS *
COUNTY OF MCLENNAN *

I, J.A. "ANDY" HARWELL, County Clerk, and the Ex-Officio Clerk to the Commissioners Court, hereby certify that the above and foregoing is a true and correct copy of a NOTICE OF MEETING posted by me at the Courthouse door in Waco, McLennan County, Texas, where notices are customarily posted this 23rd day of July, 2021.

Witness my hand and seal of office at Waco, McLennan County, Texas the 23rd day of July, 2021 at 12:45 p.m.

(SEAL) J. A. "ANDY" HARWELL, County Clerk
McLennan County, Texas

BY:  (Deputy)

Notice: Persons with disabilities in need of auxiliary aide or services may contact the County Judge's Office, (254) 757-5049, prior to the meeting date

J.A. "ANDY" HARWELL, County Clerk
McLennan County, Texas

FILED: **JUL 27 2021**

By Myrcetez Gowan-Perkins,
Deputy

AGENDA: JULY 27, 2021

B. Moment of Silence / Invocation and Pledge

9:00

County Judge Felton stated that at this time we will have a moment of silence. County Judge Felton then stated that we will now have the Pledge of Allegiance.

AGENDA: JULY 27, 2021

C. Public Comments

9:01

County Judge Felton opened the floor to anyone present who wished to address the Court on County business matters. Not hearing anyone speak, County Judge Felton closed the hearing.

AGENDA: JULY 27, 2021

D. Budget, Budget Amendments/ Transfers/Changes, Additional Revenue Certifications, Expenditure Requests:

1. Regarding the FY 22 Budget:

- a. Discussion and/or Action regarding Matters relative to the FY 22 Budget / 2021 Tax Rate, including, but not limited to, Budget Policies, Priorities, Timelines, Updates from the County Auditor and/or Budget Work Sessions, as needed

**Discussion Only
(See Orders)**

- b. Vote on the Proposed 2021 Tax Rate

Approved

9:00

INFORMATION ONLY:

**ACTION RE: MATTERS RELATIVE TO THE FY 22 BUDGET / 2021 TAX RATE,
INCLUDING, BUT NOT LIMITED TO, BUDGET POLICIES,
PRIORITIES, TIMELINES, UPDATES FROM THE COUNTY
AUDITOR AND/OR BUDGET WORK
SESSIONS, AS NEEDED**

RE: THE FY 22 BUDGET

On this the 27 day of July, 2021, came on for consideration the matter Re: FY 22 Budget: Discussion and/or Action regarding Matters relative to the FY 22 Budget / 2021 Tax Rate, including, but not limited to, Budget Policies, Priorities, Timelines, Updates from the County Auditor and/or Budget Work Sessions, as needed. County Auditor, Ms. Frances Bartlett, addressed the Court regarding the FY 22 Budget: No New Revenue Rate, General Fund - Dept. 001; Cost of Living Adjustment (COLA), TCDRS, Incentive Pay, Contracted Programs - Dept. 5490 (Emergency Management; MHMR and the Animal Birth Control Clinic (ABC; Library); The Court discussed the Economic Development - Dept. 7890 (Waco Sports Commission); FY 22 Budget for Elected Official Salaries; Retirement Debt; Debt Service Payments- Dept. 7910; TCDRS; Road and Bridge, Precinct 4 – Dept. 3640; Elections Department – Dept. 0410 Re: Voting Equipment ; an Employee Appreciation Initiative; the John Deere Lease; the Retirement Rate; Commissioners Court - Dept. 0010; Debt Ratio. The Health Services Director, Ms. Heather Trevars, addressed the Court regarding the Health Services - Dept. 4310: FY 22 Budget request. The Court discussed the Health Services - Dept. 4310 - Budget Request.

ORDER RECESSING SPECIAL SESSION

On this the 27 day of July, 2021, at 10:27 o'clock a.m., Judge Felton announced that this meeting of July 22, 2021 stands in recess for five minutes.

ORDER RECONVENING SPECIAL SESSION

On this the 27 day of July, 2021, at 10:36 o'clock a.m. the Court reconvened in Special Session with Judge Felton presiding and Commissioners James Smith, Patricia Chisolm-Miller, Will Jones and Ben Perry and the Clerk thereof being in attendance, the following proceedings were had and done to-wit:

The Court went back to Item D. 1. a. Re: the FY 22 Budget: Discussion and/or Action regarding Matters relative to the FY 22 Budget / 2021 Tax Rate, including, but not limited to, Budget Policies, Priorities, Timelines, Updates from the County Auditor and/or Budget Work Sessions, as needed.

INFORMATION ONLY:

**ACTION RE: MATTERS RELATIVE TO THE FY 22 BUDGET / 2021 TAX RATE,
INCLUDING, BUT NOT LIMITED TO, BUDGET POLICIES,
PRIORITIES, TIMELINES, UPDATES FROM THE COUNTY
AUDITOR AND/OR BUDGET WORK
SESSIONS, AS NEEDED**

RE: THE FY 22 BUDGET

On this the 27 day of July, 2021, came on for consideration the matter Re: FY 22 Budget: Discussion and/or Action regarding Matters relative to the FY 22 Budget / 2021 Tax Rate, including, but not limited to, Budget Policies, Priorities, Timelines, Updates from the County Auditor and/or Budget Work Sessions, as needed. County Auditor, Ms. Frances Bartlett, addressed the Court regarding the Filing of the Proposed Budget and the FY 22 Tax Rate.

ORDER APPROVING:

VOTE ON PROPOSED 2021 TAX RATE

On this the 27 day of July, 2021, came on for consideration the matter Regarding the FY 2021 Budget: Vote on Proposed 2020 Tax Rate. After discussion, Judge Felton made a motion to propose a tax rate of .447422 for the 2021-2022 tax year; This rate is comprised of: .022222 for Interest and Sinking and .4252 for Maintenance and Operations. The .4252 for Maintenance and Operations is further broken down into .0251 for the Permanent Improvement Fund and .4001 for the General Fund and it was seconded by Commissioner Miller. A vote being called for, voting in favor of said motion was Judge Felton, Commissioner Smith, Commissioner Miller, Commissioner Jones and Commissioner Perry. It is ordered by the Court that said Proposed 2021 Tax Rate be, and the same is hereby, approved by unanimous vote.

AGENDA: JULY 27, 2021

E. Human Resources / Salary Matters:

1. Office of the Constable, Precinct 4:

- | | |
|---|-----------------|
| a. Acceptance of Letter of Resignation | Approved |
| b. Discussion and/or Action on the Vacancy in the Office of the Constable, Precinct 4 | Approved |

10:40

ORDER REGARDING:

ACCEPTANCE OF LETTER OF RESIGNATION:

OFFICE OF THE CONSTABLE,
PRECINCT 4

On this the 27 day of July, 2021, came on for consideration the matter of Office of the Constable, Precinct 4: Acceptance of Letter of Resignation. After discussion, Commissioner Smith made a motion to approve and it was seconded by Commissioner Jones. A vote being called for, voting in favor of said motion was Judge Felton, Commissioner Smith, Commissioner Miller, Commissioner Jones and Commissioner Perry. It is ordered by the Court that said Resignation be, and the same is hereby, accepted by unanimous vote.



WACO, TEXAS



STAN HICKEY
CONSTABLE PCT. 4
415A N. JOHNSON DR.
McGREGOR, TEXAS 76657-2330

July 21, 2021

Commissioner, Precinct 4, McLennan County

Ben Perry,

Due to circumstances beyond my control, I will be retiring July 31, 2021.

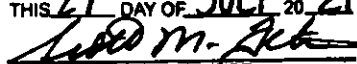
I believe Charlie Guerrero would be your best choice to complete my term.

I will be turning my keys and duties over to Charlie Guerrero on July 30, 2021. If this is satisfactory, please let me know. If I need to do anything more, please let me know.

I have enjoyed being the Constable for Precinct 4 for the past 13 years. I have served my precinct to the best of my ability.

Sincerely,

Stan Hickey

ACCEPTED BY COMMISSIONERS COURT
THIS 27 DAY OF JULY, 2021

COUNTY JUDGE

J.A. "ANDY" HARWELL, County Clerk
McLennan County, Texas

FILED: JUL 27 2021

By Myrcetez Gowan-Perkins,
Deputy

ORDER RECESSING TO EXECUTIVE SESSION

On this the 27 day of July, 2021, at 10:42 o'clock a. m. the County Judge announced that at this time we will go into Executive Session in accordance with Section 551.074 of the Local Government Code (V.C.T.A.)

ORDER RECONVENING REGULAR SESSION

On this the 27 day of July, 2021, at 10:52 o'clock a.m. the Court reconvened in Regular Session with Judge Felton presiding and Commissioners James Smith, Patricia Chisolm-Miller, Will Jones, Ben Perry and the Clerk thereof being in attendance, the following proceedings were had and done to-wit:

The Court went to Item E. 1. b. Discussion and/or Action on the Vacancy in the Office of the Constable, Precinct 4.

ORDER APPROVING:

**ACTION ON THE VACANCY IN THE OFFICE OF THE
CONSTABLE, PRECINCT 4**

On this the 27 day of July, 2021, came on for consideration the matter of Discussion and/or Action on the Vacancy in the Office of the Constable, Precinct 4. After discussion, Commissioner Perry made a motion to appoint Charlie Guerrero to be the Constable to replace Stan Hickey to the end of Stan's time or until the end of Charlie's term which would be the end of 2022 and that the date of his appointment show as August 1, 2021 and it was seconded by Commissioner Jones. A vote being called for, voting in favor of said motion was Judge Felton, Commissioner Smith, Commissioner Miller, Commissioner Jones and Commissioner Perry. It is ordered by the Court that said Authorization be, and the same is hereby, approved by unanimous vote.

McLennan County, Texas
PAYROLL STATUS FORM

LAST NAME	FIRST NAME	MI	EMPLOYEE ID NO.	EFFECTIVE DATE
Guerrero	Cesario		3955	08/01/2021
<input type="checkbox"/> New Hire	<input type="checkbox"/> Promotion	<input type="checkbox"/> Reclassification	<input type="checkbox"/> Lateral Move	<input type="checkbox"/> Separation from
<input checked="" type="checkbox"/> Other	<input type="checkbox"/> Demotion	<input type="checkbox"/> Salary Adjustment	<input type="checkbox"/> Merit Increase	County Employment

FULLTIME EMPLOYEES

	SALARY SCHEDULE FOR POSITION SOUGHT		ACTUAL SALARY	
	EXISTING	PROPOSED REVISION	FROM	TO
Job Title	Constable Pct. 4		Deputy Constable	Constable Pct. 4
Job Code Number	0102		0525	0102
Department Name	Constable Pct. 4		Constable Pct. 4	Constable Pct. 4
Position Number	92		1044	92
System			S	
Grade			53	
Monthly Amount				
Annual Amount	\$49,440		\$44,681	\$49,440
Salary Survey – Min			FLSA STATUS <input type="checkbox"/> Exempt <input type="checkbox"/> Non-Exempt	DATE OF HIRE 03/16/2005
Salary Survey – Mid				
Salary Survey – Max				

HOURLY EMPLOYEES

DEPARTMENT NAME	HOURLY RATE	The Commissioners' Court annually sets the standard rate for hourly employees. Commissioners' Court approval of this form is only necessary if the hourly pay rate stated exceeds the standard rate. Call the HR Dept for the standard rate.

ACCOUNT CODING (For County Auditor's Use)

FUND	COST CENTER	OBJECT	PROJECT	MONTHLY SALARY	PERCENTAGE
Total					100%

APPROVALS (See Note 1)

DEPARTMENT	HUMAN RESOURCES	COUNTY AUDITOR	COMMISSIONERS' COURT
I hereby approve the above action.	This proposed action <input type="checkbox"/> is <input type="checkbox"/> is not within the established guidelines of McLennan County.	A line item budget transfer <input type="checkbox"/> is <input type="checkbox"/> is not required if approved by Commissioners' Court. See attached, if required.	<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Accepted <input type="checkbox"/> Denied Date
X <i>Scott M. Felton</i>	X	X	X <i>Scott M. Felton</i> 7/27/21

Note 1 – Signature blanks should be marked N/A if approval is not required for this action. No approval by the Commissioners' Court is required for actions affecting hourly employees, unless their hourly rate exceeds the fiscal year's adopted standard hourly rate. Separations from employment require only the department's approval as to effective date.

COMMENTS:	BY:

J.A. "ANDY" HARWELL, County Clerk
McLennan County, Texas

FILED: **JUL 27 2021**

By Myrcetez Gowan-Perkins,
Deputy

AGENDA: JULY 27, 2021

F. Additional Items (If Any) for Discussion and Potential Action

1. Discussion and/or Action regarding the McLennan County Facility Master Plan; Office Relocations; and/or Long Range Planning / Courts

Information Only

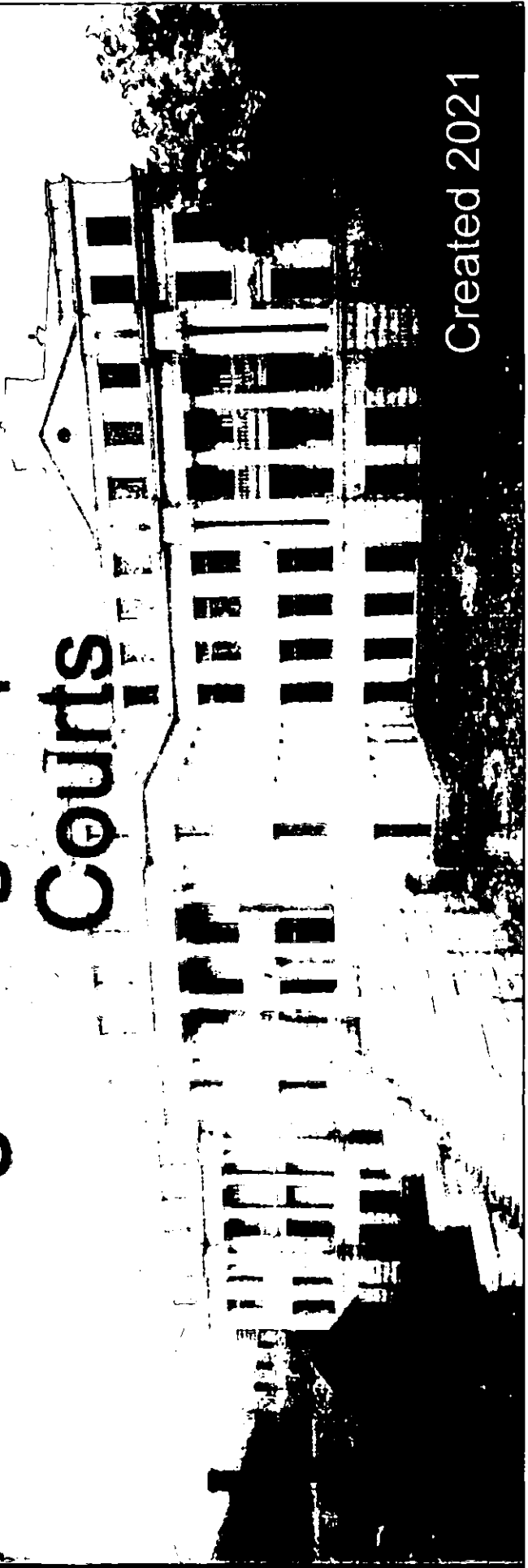
10:57

INFORMATION ONLY:

**DISCUSSION AND/OR ACTION RE:THE MCLENNAN COUNTY FACILITY
MASTER PLAN; OFFICE RELOCATIONS; AND/OR
LONG RANGE PLANNING / COURTS**

On this the 27 day of July, 2021, came on for consideration the matter: Discussion and/or Action regarding the McLennan County Facility Master Plan; Office Relocations; and/or Long Range Planning / Courts. County Administrator, Mr. Dustin Chapman and Maintenance of Buildings Director, Mr. T.J. Jackson, addressed the Court regarding the McLennan County Facility Master Plan; Office Relocations; and/or Long Range Planning / Courts.

McLennan County Long Range Space Plan: Courts



Created 2021

Current Court Related Space Issues

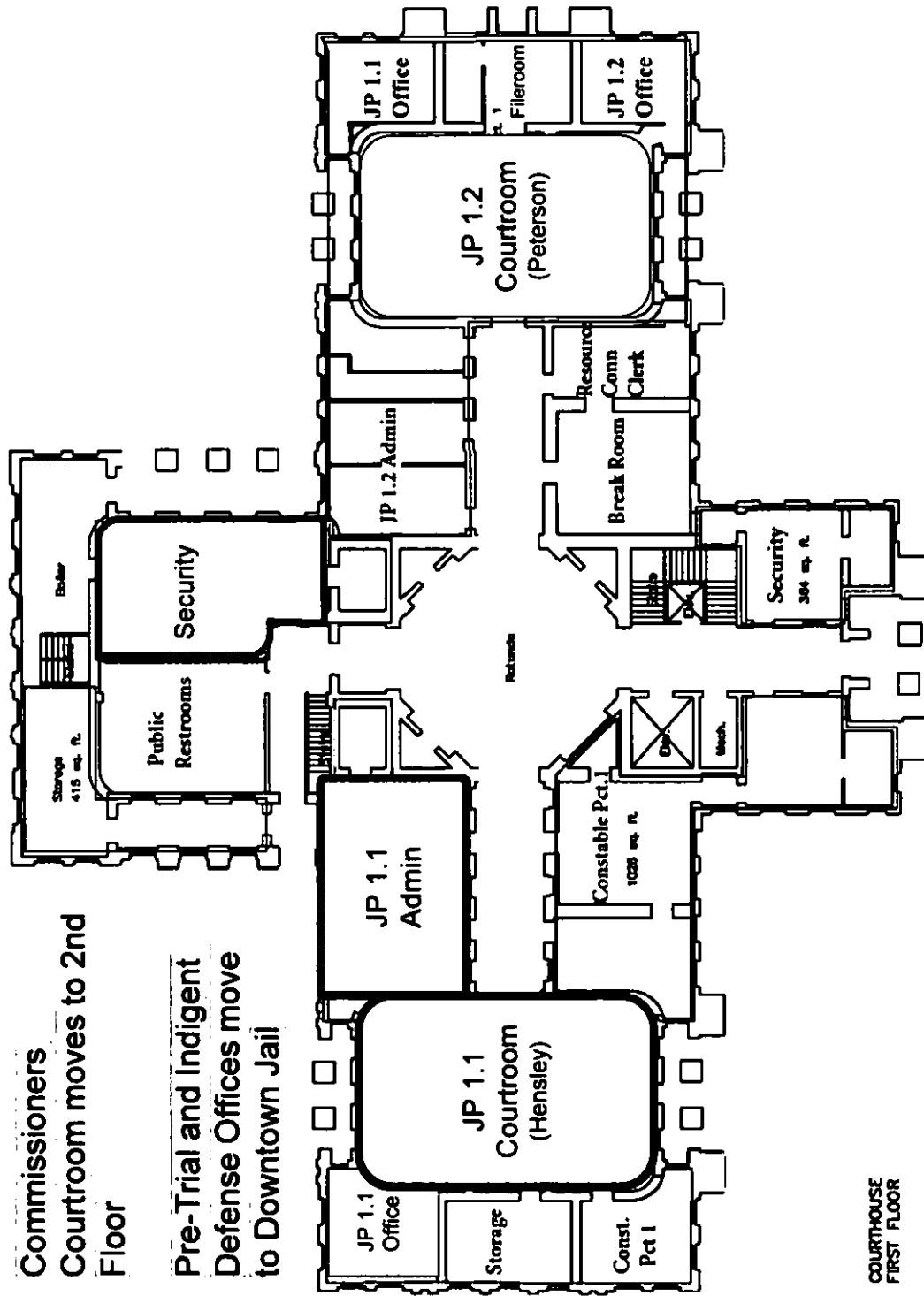
1. **New Courts: County Court at Law #3 and New District Court**
1. **CCL #2 Courtroom is undersized.**
1. **JP 1.1 & 1.2 Courtroom space is undersized and shared by both Justices of the Peace.**
1. **District Clerk's Office: Needs space for expansion/files**
1. **District Attorney's Office: Needs space for expansion**
1. **Child Protection Court: Undersized hearing room/utilizes Visiting Courtroom often**
1. **Limited Courthouse/Courtroom flex space**

County Courthouse

1st Floor

**Commissioners
Courtroom moves to 2nd
Floor**

**Pre-Trial and Indigent
Defense Offices move
to Downtown Jail**

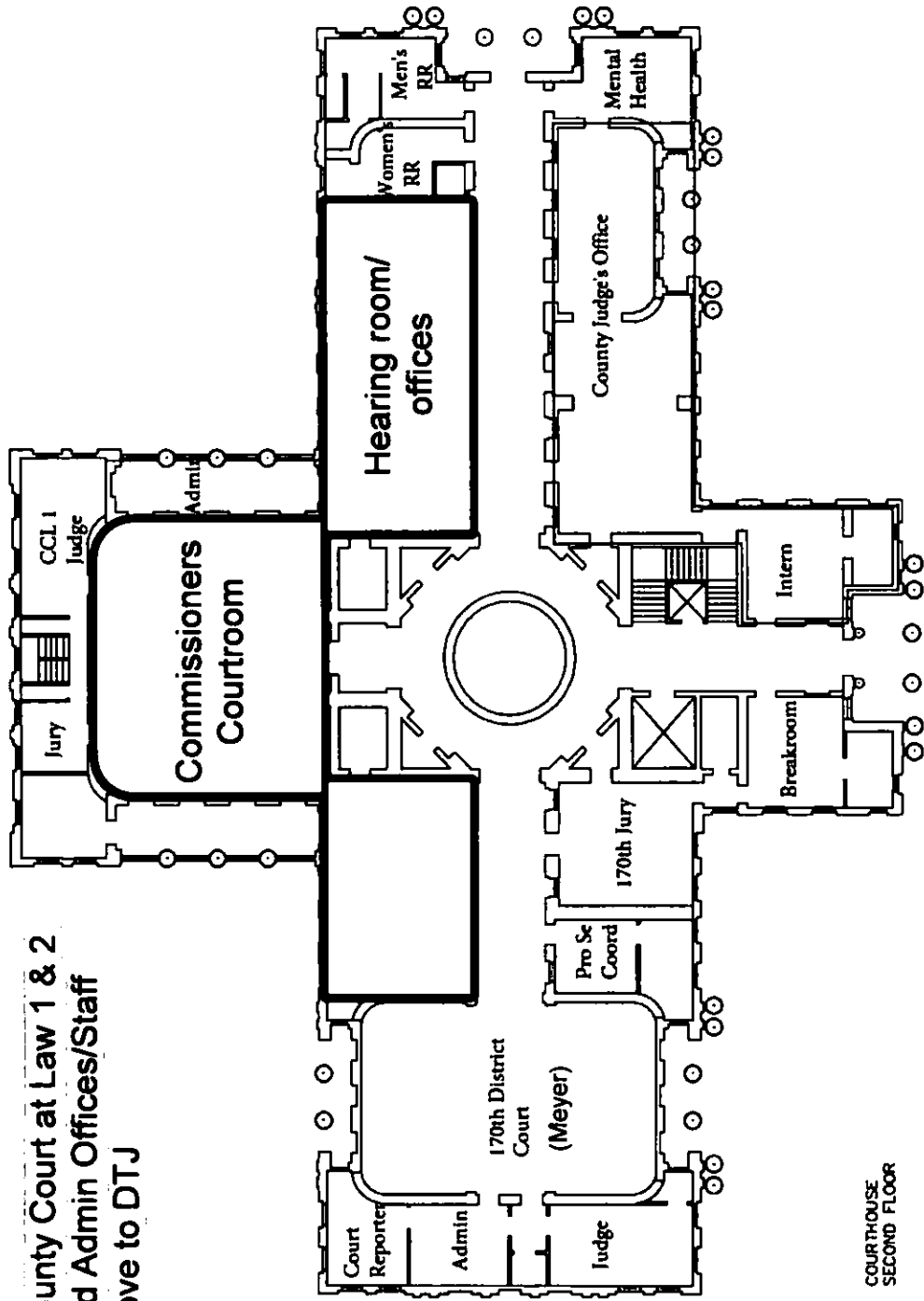


**COURTHOUSE
FIRST FLOOR**

County Courthouse

2nd Floor

**County Court at Law 1 & 2
and Admin Offices/Staff
move to DTJ**

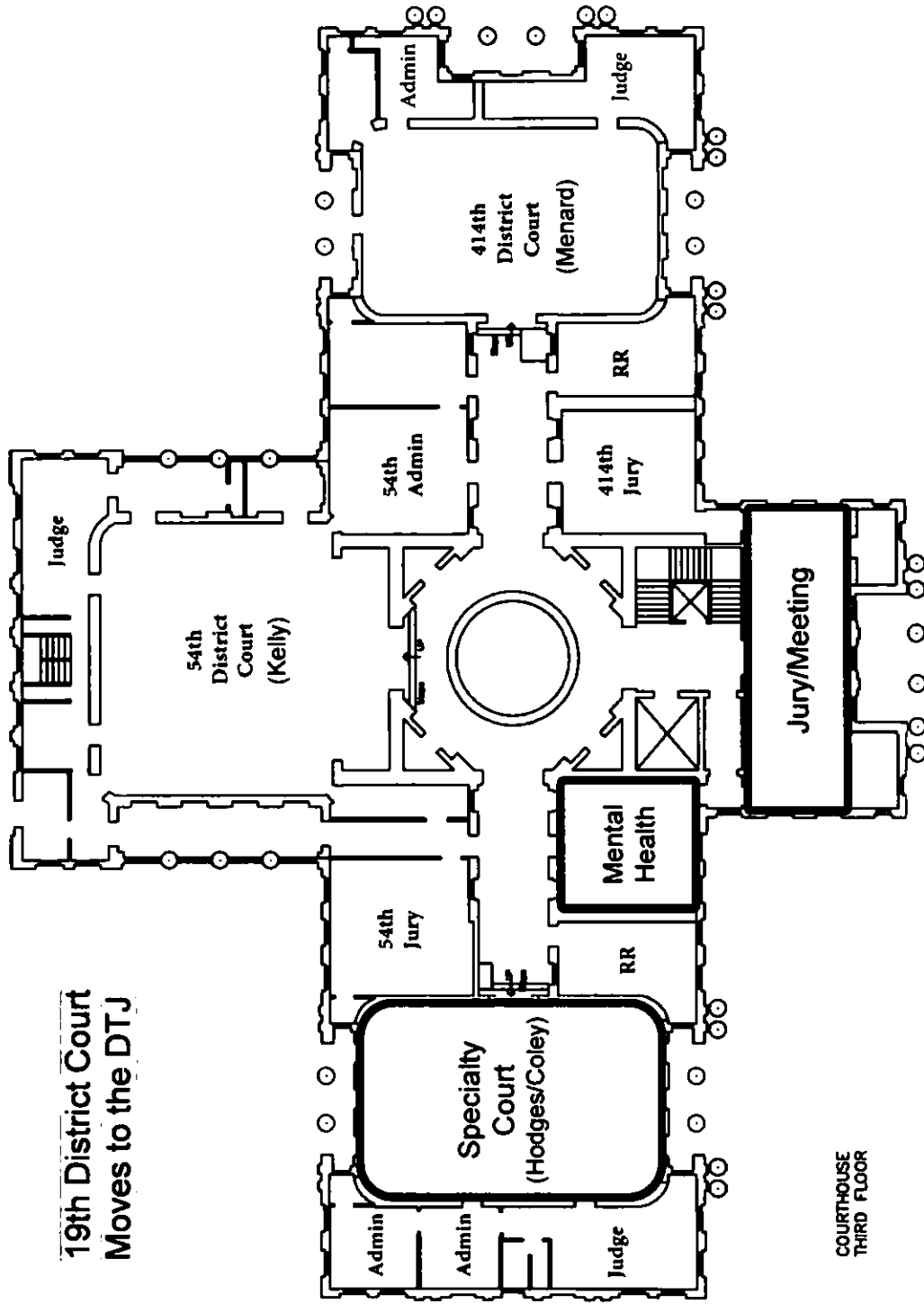


COURTHOUSE
SECOND FLOOR

County Courthouse

3rd Floor

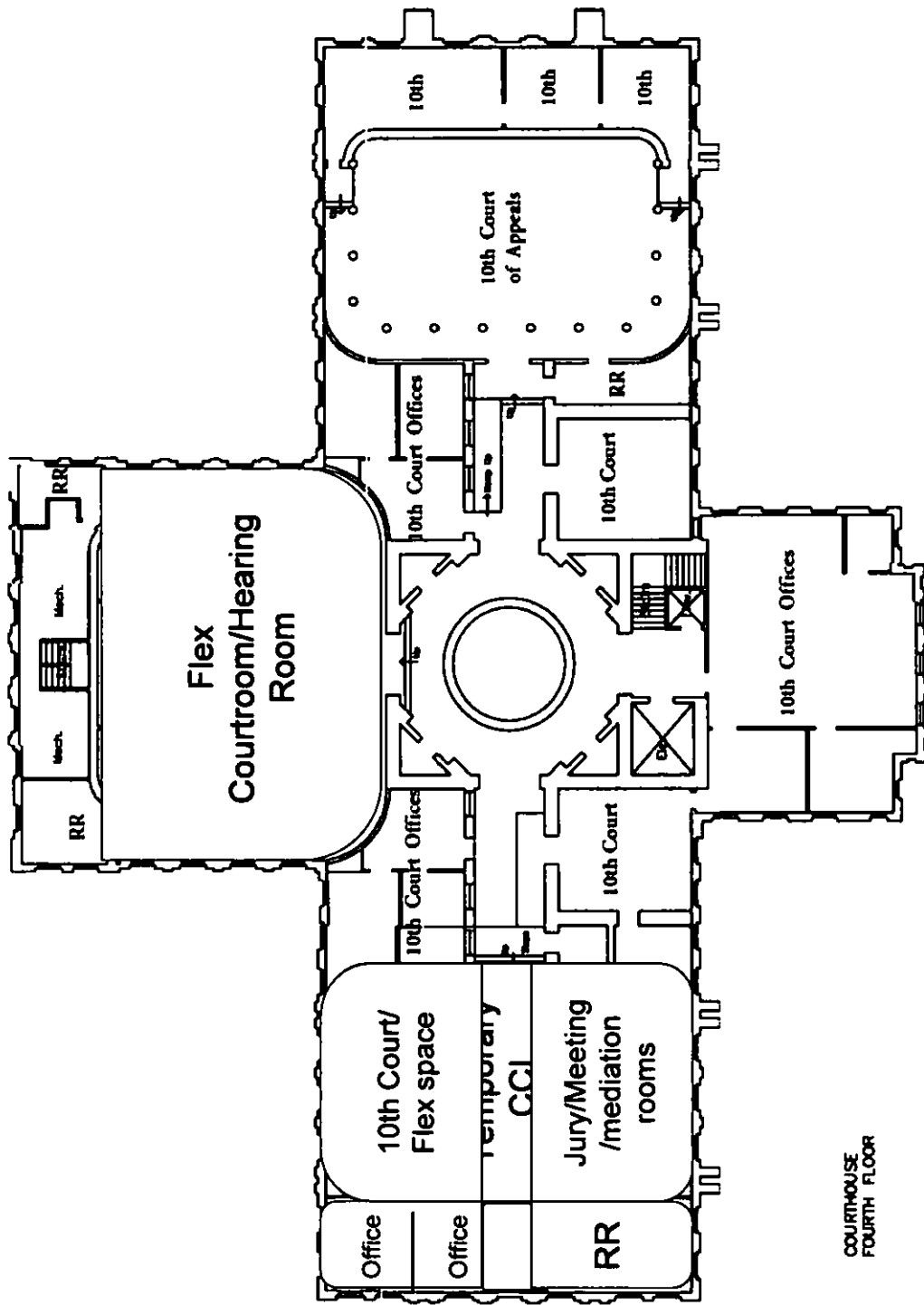
**19th District Court
Moves to the DTJ**



COURTHOUSE
THIRD FLOOR

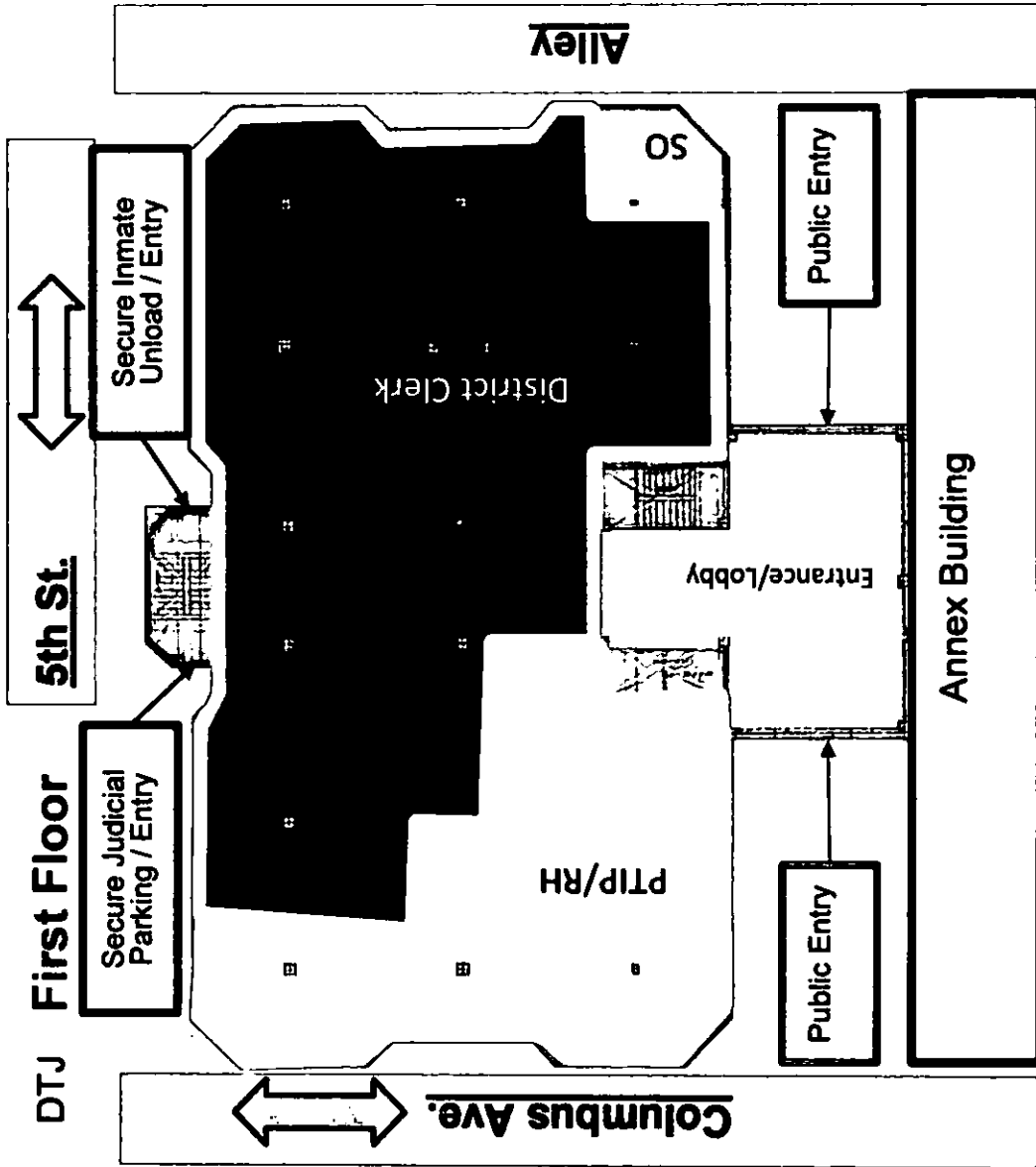
County Courthouse

4th Floor



COURTHOUSE
FOURTH FLOOR

Downtown Jail Conversion

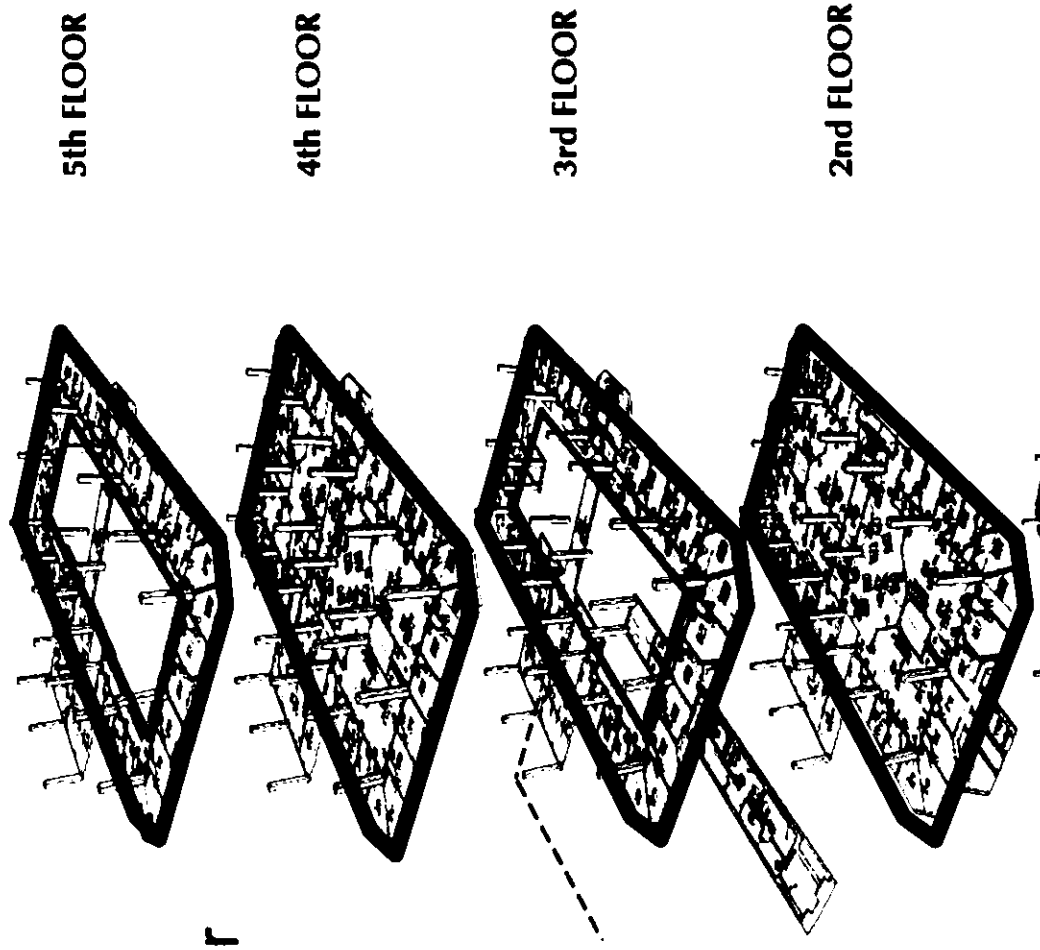


County Courthouse

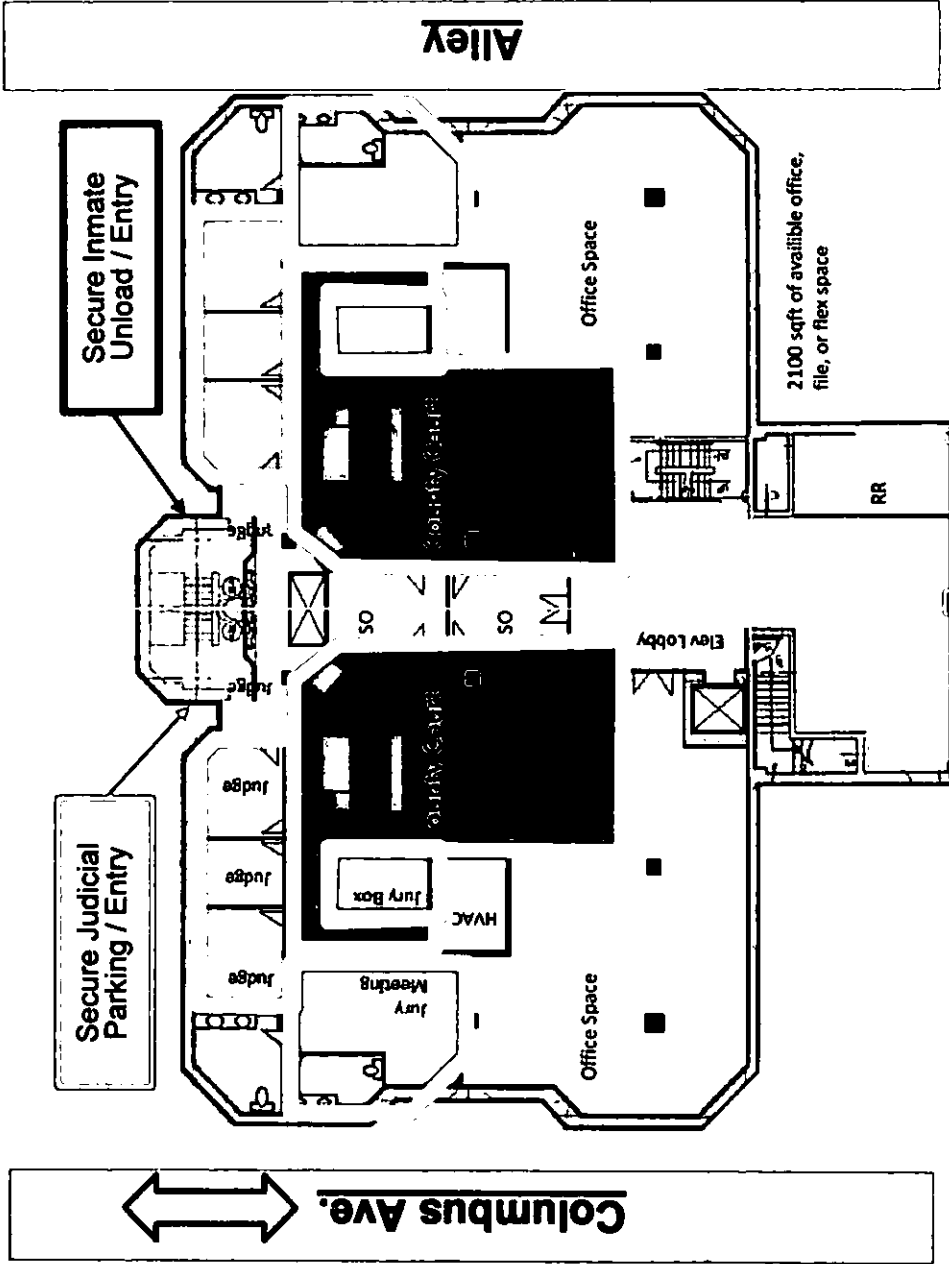
Recommend relocation of District Clerk's Office to 1st Floor of DTJ for the following reasons:

- Easy access for the public
- Available file storage
- Access to Courts
- Allows the DA to expand as needed.

**DTJ layout
2nd - 5th floor**

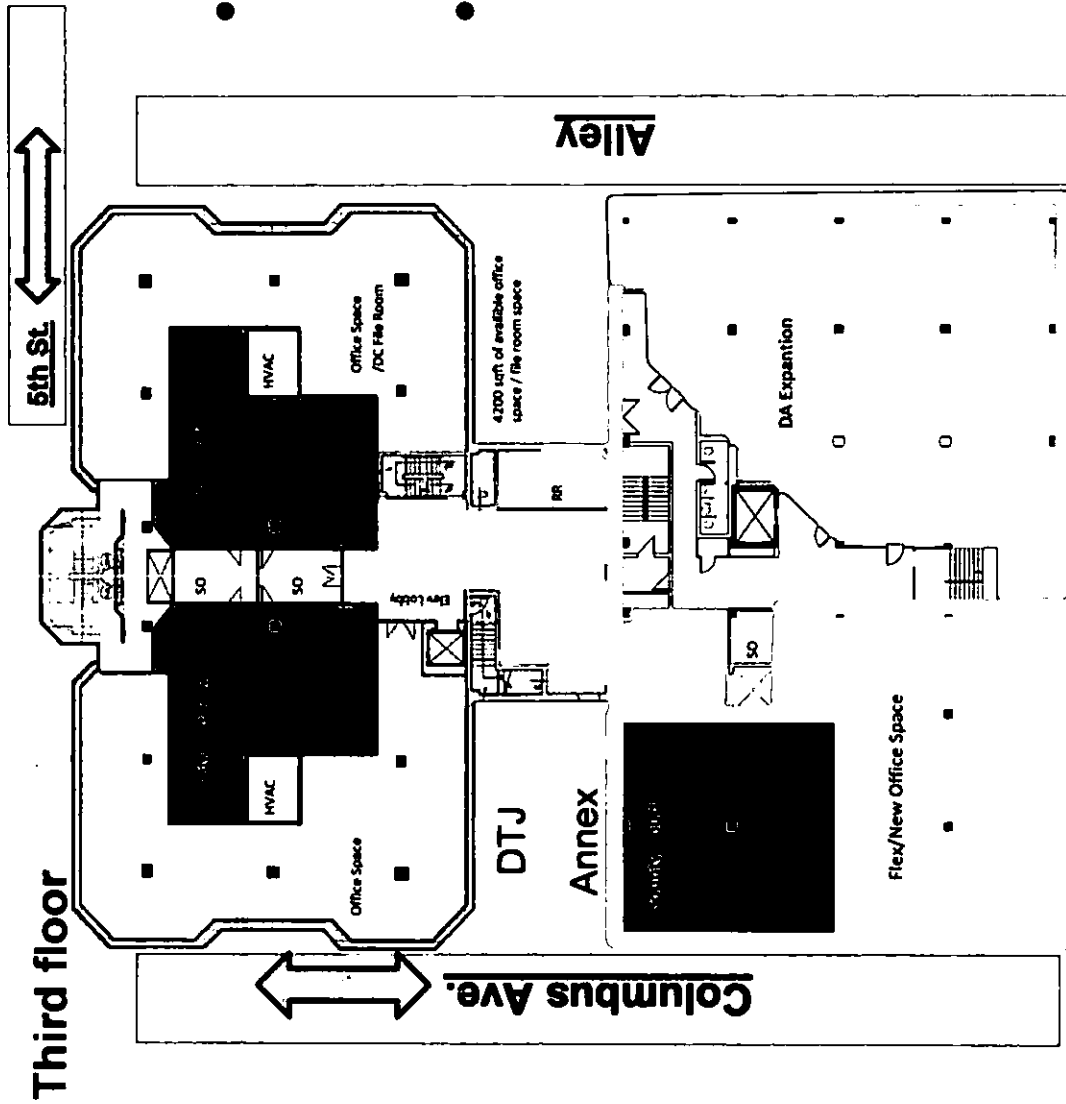


DTJ Second Floor **5th St.**



Second floor of the DTJ has enough space to accommodate the following:

- Two full courtrooms
- Jury space to include meeting rooms and private restrooms.
- All necessary office space for judges and staff.

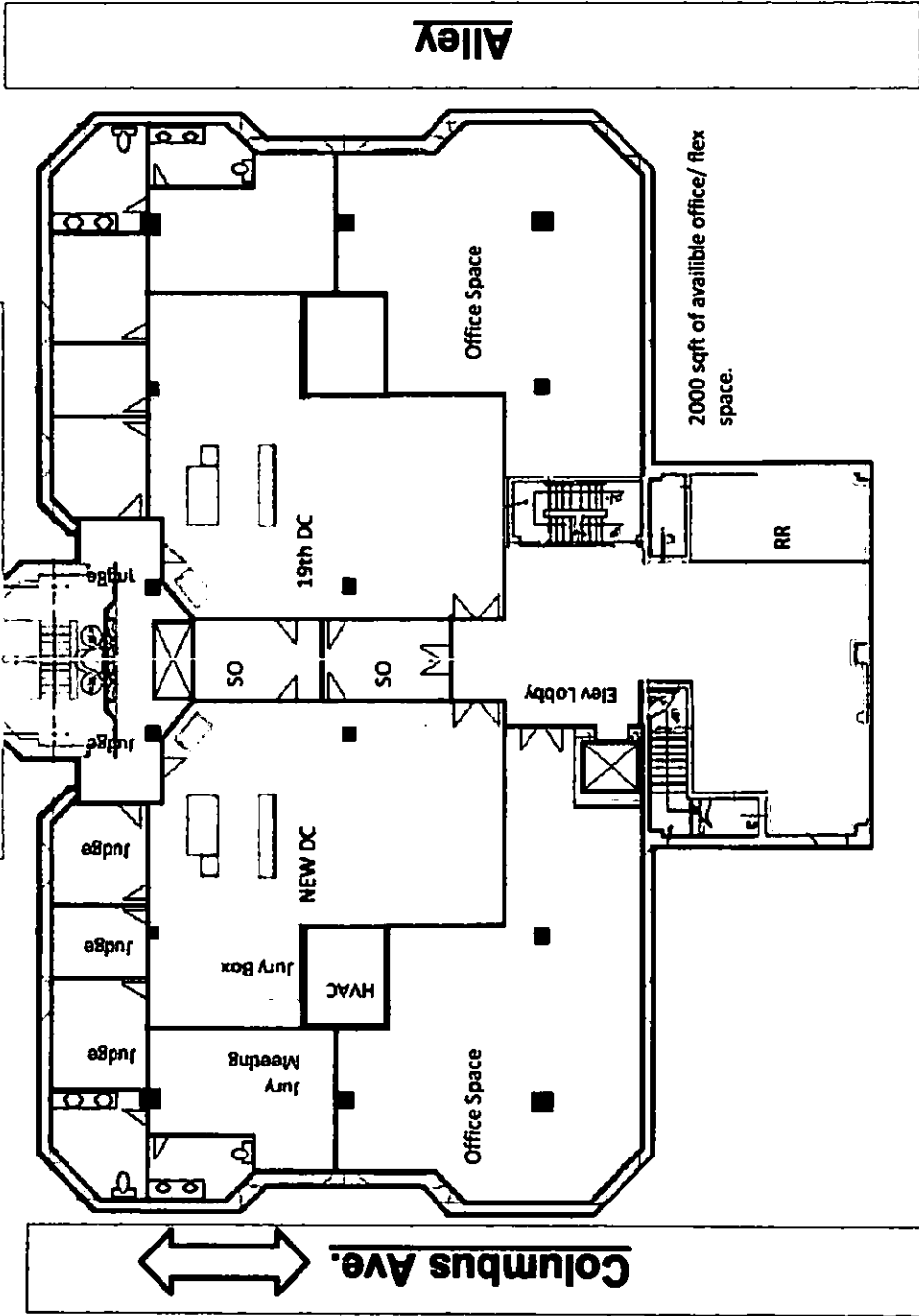


- By utilizing the attached layout, we create a collaborative space that allows all County Courts to be within close proximity.
- By relocating the District Clerk, we can build out the necessary space on the 3rd floor of the Annex to make adequate space for the DA.

DTJ

Fourth Floor

5th St.




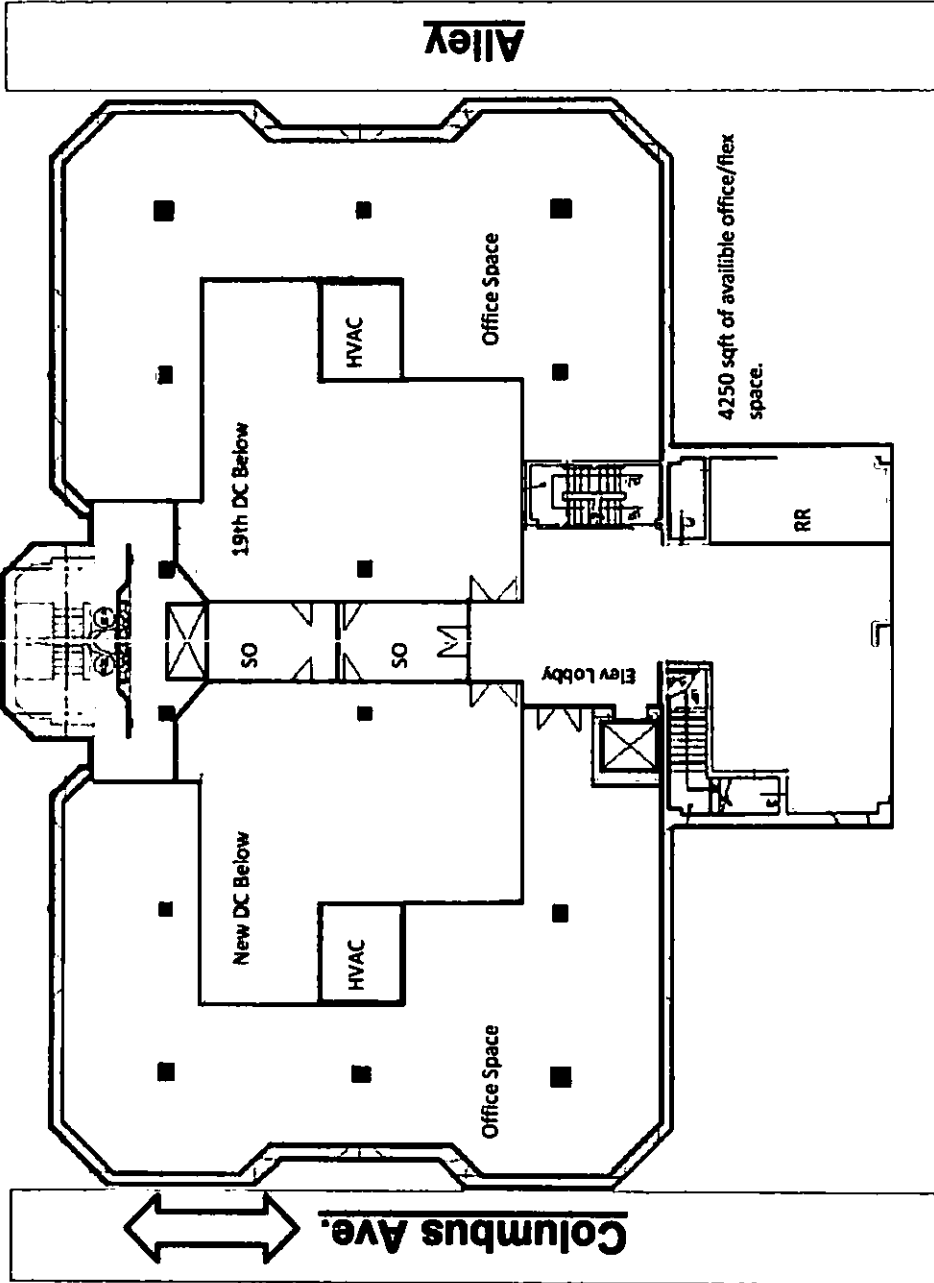
The 4th Floor renovation could provide for the following:

- 19th District Court
- New District Court
- Judges chambers
- Office space for staff
- Jury meeting rooms and restroom facilities.

DTJ

Fifth Floor

5th St. 



4250 sqft of available office/flex space.

Fifth floor build out could be done at a later phase but does allow for **4250 sqft** of office/flex space.

If the Court chooses to build out the entire DTJ complex as suggested, we will have accomplished the following:

- Available space for five full courts and space for staff
- Consolidate *Criminal Courts* into one facility (54th District Court remains in Courthouse; but inmate entry would be through DTJ)
- Create space for necessary District Attorney expansion
- Relocate District Clerk for easy access to multiple DC functions
- Open up 12,800 SF of additional space for future County growth including flex space, office space, and/or additional file room space.

To put this number in perspective 12,800 SF is enough room to create over 80 full size offices.

- **Recent space created through renovation:**
 - Archives Building - Indigent Health Services (*temporary*)
 - Records Building - Human Resources & Auditor (*temporary*)
 - Expansion at Old AgriLife Building at 707 Washington Avenue for 4D Court (*Child Support Court*)
 - Purchase of Red Cross Building at 4224 Cobbs Drive for relocation of AgriLife (*Texas A&M Ext.*)

- **Future space to create:**
 - 2nd Floor of Purchasing/Maintenance Building
 - Indigent Health Services
 - Elections
 - Human Resources
 - Tax Office

J.A. "ANDY" HARWELL, County Clerk
McLennan County, Texas.

FILED: JUL 27 2021

By Myrceatez Gowan-Perkins,
Deputy

ORDER ADJOURNING SPECIAL SESSION

On this the 27 day of July 2021, at 11:28 o'clock a.m. County Judge Scott Felton announced that the meeting of July 27, 2021 is adjourned.

APPROVAL OF MINUTES

The above and foregoing minutes having been read in open Court and found to be correct, the same are hereby, approved this the _____ day of _____, 2021.

**James Smith,
Commissioner Precinct 1**

**Patricia Chisolm-Miller,
Commissioner Precinct 2**

**Will Jones,
Commissioner Precinct 3**

**Ben Perry,
Commissioner Precinct 4**

**Scott M. Felton,
County Judge**

**ATTEST: J. A. "Andy" Harwell,
McLennan County Clerk**

By _____ **Deputy County Clerk**
Myrce'tez Gowan-Perkins